

Subject to approval at the February 3, 2015, Board of Works meeting.

City of West Lafayette, Indiana
Board of Public Works and Safety
MINUTES

JANUARY 27, 2015
8:30 a.m.
Morton Community Center
Multi-Purpose Room

Members present were Sana G. Booker, Brooke E. Folkers, Tanuja R. Sheth, and Jonathan C. Speaker. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. January 20, 2015, Meeting

Ms. Booker moved to accept the minutes of the January 20, 2015, Board of Works meeting. Ms. Sheth seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Contract: Guaranteed Energy Savings Performance: Sheraton and Fairway Knolls Lift Station Improvements – Bowen Engineering – WWTU

WWTU Director Henderson stated that the Board recently approved a notice of intent to award a contract to Bowen Engineering for the Sheraton and Fairway Knolls Lift Station Improvements project. He stated that he has received the letter from the State Revolving Fund (SRF) Loan Program granting permission to proceed, so there are now several contracts before the Board. He requested approval of this contract with Bowen, who will do the construction work, at the guaranteed maximum price of \$2,115,000. He explained that this will be a different process by starting with the guaranteed maximum price and then looking for opportunities to bring it down during the project. He explained that we will look for ways to get what we need in the most efficient way possible.

Mayor Dennis asked who will be our on-site task manager to ensure that we take advantage of any efficiency that exists.

Director Henderson responded that it will be a group effort. He noted that later in the agenda there is a contract for inspection services with Wessler Engineering, so Bill McGuire will be there. Also involved will be the design engineers with Greeley and Hansen, Bowen Engineering with construction, and our staff. He stated that Maintenance Supervisor Jim Bjork already has a list of ideas.

Mayor Dennis stated that he likes that it will be a group effort as we have a lot of different cooks adding to the stew, each bringing expertise to different ingredients.

Mr. Speaker moved that the Guaranteed Energy Savings Performance contract with Bowen Engineering be approved. Ms. Sheth seconded the motion.

The motion was adopted.

b. Amendment No. 1: Sheraton and Fairway Knolls Lift Station Improvements – Greeley and Hansen LLC – WWTU

Director Henderson requested approval of an amendment to the contract with Greeley and Hansen for the Sheraton and Fairway Knolls Lift Station Improvements project. He explained that this is for the construction administrator to look at design work. If there are items to amend the preliminary engineering report with SRF, they will handle that work. The amendment is an add of \$130,500 for a new total of \$308,000.

Ms. Booker moved that Amendment No. 1 for the Sheraton and Fairway Knolls Lift Station Improvements project with Greeley and Hansen be approved. Ms. Folkers seconded the motion.

The motion was adopted.

c. Agreement: Professional Services – Sheraton and Fairway Knolls Lift Station Improvements – Wessler Engineering – WWTU

Director Henderson requested approval of an agreement with Wessler Engineering for the Sheraton and Fairway Knolls Lift Station project in the amount of \$148,000. Bill McGuire, who is also on site for the Cumberland Sanitary Sewer project and the 2014 Wastewater Treatment Plant project, will provide inspection services.

Mr. Speaker moved that the agreement for the Sheraton and Fairway Knolls Lift Station Improvements project with Wessler Engineering be approved. Ms. Folkers seconded the motion.

The motion was adopted.

d. Amendment No. 3: Chemical Feed Facilities for Phosphorus Removal – Wessler Engineering – WWTU

Director Henderson stated that this amendment is part of the Plant project, and involves changes to the SCADA System controls and programming for the phosphorus control facility, and some tweaking for the wet-weather facility. He stated that work on the wet-weather facility should be complete by mid-March. The amendment is an add of \$62,000.

Mayor Dennis stated that the wet-weather facility has been some time in the making and he is glad it is getting done.

Ms. Booker moved that the Amendment No. 3 for the Chemical Feed Facilities for Phosphorus project with Wessler Engineering be approved. Ms. Sheth seconded the motion.

The motion was adopted.

e. 2012 SRF Loan Disbursement Request No. 55: Greeley and Hansen – North Side Regional Lift Station and Force Main – WWTU

Director Henderson requested approval of the 2012 SRF Loan Disbursement Request No. 55 to Greeley and Hansen in the amount of \$1,198. He explained that this is for engineering work, meetings, and compiling documents to hopefully bring the North Side Regional Lift Station and Force Main project to an end soon.

Ms. Folkers moved that the 2012 SRF Loan Disbursement Request No. 55 be approved. Mr. Speaker seconded the motion.

The motion was adopted.

f. Agreement: Professional Services – CDBG Five-Year Consolidated Plan, Year-One Action Plan, and Analysis of Impediments – City Consultants and Research, LLC – Development

Director of Development Poole requested approval of a professional services agreement with City Consultants and Research, LLC in the amount of \$5,300. This is for the five-year, the one-year action plan for 2015, and the analysis of impediments to fair housing. These are requirements in order to receive funds from U.S. Department of Housing and Urban Development (HUD). He noted that West Lafayette is paying approximately one-third of the total agreement amount of \$15,560, with the remainder paid by the City of Lafayette. Director Poole stated that this is a 7% increase since the last time it was done five years.

Mr. Speaker moved that the agreement with City Consultants and Research, LLC be approved. Ms. Folkers seconded the motion.

The motion was adopted.

g. Agreement: 2015 and 2016 Animal Shelter Agreement – Almost Home Humane Society, Inc. – Police

Mayor Dennis stated that this is a service that we utilize extensively.

Neighborhood Resource Team Supervisor Walker requested approval of an agreement with Almost Home Humane Society, Inc. (AHHS). He stated that this is a two-year contract, but there is an option in the first year for either party to not renew for 2016. There is a modification for 12 even monthly payments instead of 10 payments. The agreement for 2015 is for the City to pay AHHS \$30,390.00, which is a 2.5% increase from the prior year. If both parties agree to automatically renew in 2016, the amount will be \$31,152.

Ms. Folkers moved that the agreement with Almost Home Humane Society, Inc. be approved. Ms. Booker seconded the motion.

Ms. Booker asked which emergency clinic has been designated by the shelter.

Stacy Rogers, Executive Director, Almost Home Humane Society, responded that for overnight emergency care, the Purdue Small Animal Clinic is used. During the working hours another local vet is occasionally used.

Ms. Booker stated that the agreement mentions “any facility 501(c)3 Non-Profit Organization approved to house and care for animals,” and she asked if that is AHHS or if there is also someone else.

Ms. Rogers responded that it is just AHHS.

Mayor Dennis stated that there was a recent Fun with the Mayor video at the animal shelter. The segment included having his dog microchipped and finding out that the

strangest pet that AHHS has microchipped is a turtle. He stated that AHHS provides a wonderful service and he appreciates continuing our partnership.

The motion was adopted.

h. Declare Items Surplus: Exercise Equipment – Police

Deputy Police Chief Leroux requested approval to declare two pieces of exercise equipment as surplus. He explained that the Department had this equipment prior to moving into the current building. He stated that both items will be recycled and will be stored at the Street Department until the next time that scrap metal is taken to Oscar Winski's. The items are one hammer strength neck machine (serial #787065) and one hammer strength lat machine (serial #00310), each valued at \$20.00.

Ms. Sheth moved that the exercise equipment declared as surplus be approved. Mr. Speaker seconded the motion.

Deputy Chief Leroux confirmed for Ms. Booker that the Police Department has an exercise room.

The motion was adopted.

i. Contract: IDOT/LPA Project Coordination – Road Rehabilitation, Harrison Street, Grant Street, Williams Street, Chauncey Avenue – Engineering

Public Works Director Buck stated that this is similar to three agreements last week. He explained that this project has been in the works for several years as part of the Perimeter Parkway. It is the next phase of improvements from Harrison Street from Harrison and Sheetz Street down to Williams Street and South River Road. He stated that this project is on pause with the State Street Master Plan effort and dovetailing that plan and the Perimeter Parkway concepts together. He explained that signing this contract with INDOT will secure the federal funding. The federal funds are for 80% up to a maximum of \$575,655.

Ms. Booker moved that the contract with INDOT for Road Rehabilitation be approved. Ms. Sheth seconded the motion.

The motion was adopted.

j. Acceptance: Sanitary Sewer – The Orchard, Phase 4 – Milestone Contractors – Engineering

Director Buck stated that in the County jurisdiction there is a subdivision called The Orchard, also referred to as Apple Ridge. Phase 4 of the project has completed sanitary sewer that connects to the City's system to our specifications. A maintenance bond has been provided along with certified drawings. He requested approval to accept the sanitary sewer.

Ms. Folkers moved that the sanitary sewer for The Orchard, Phase 4 be approved. Mr. Speaker seconded the motion.

The motion was adopted.

k. Claims

- i. AP Docket \$578,815.21
- ii. PR Docket \$517,616.70
- iii. PR Docket \$178,298.09
- iv. RDC Docket \$170,503.53

Mr. Speaker moved that the claims be approved. Ms. Sheth seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

l. Informational Items

- i. Project Payment List – WWTU
There were no questions or comments about the listing.
- ii. Legal Budget & Expenses – Clerk-Treasurer
There were no questions or comments about the listing.
- iii. Park Board Dockets
There were no questions or comments about the listing.

m. Other Items

► Mayor Dennis reported that there is a Joint Board meeting today at 4:30 p.m.

► Councilor Burch reported that there is a Pre-Council meeting this Thursday, January 29 at 4:30 p.m. and the Council meeting will be on Monday, February 2 at 6:30 p.m.

3. ADJOURNMENT

There being no further business to come before the Board, Mr. Speaker moved that the meeting be adjourned, and Mayor Dennis adjourned the meeting.